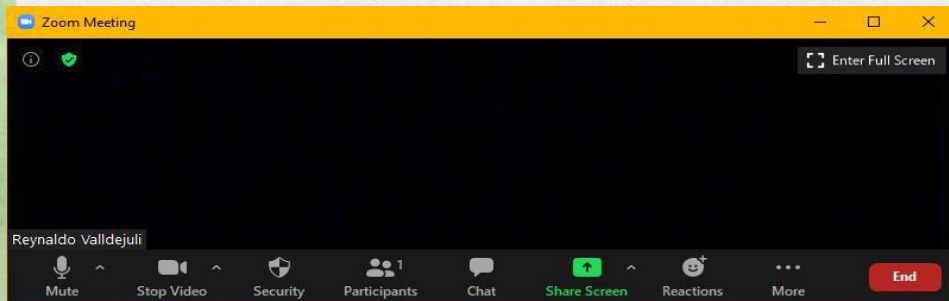


# Zoom Meeting Preparation

- Please make sure your phone or computer is muted to minimize background noise.
  - To do this, hover over the bottom left-hand side of your screen and click “Mute.”
- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
  - To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”
- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.



**NOTICE: In accordance with the Americans with Disabilities Act, if you need special assistance at this meeting please contact [ldoecommunications@la.gov](mailto:ldoecommunications@la.gov).**



---

## EdLink Office Hours

May 27, 2021

Visit the [EdLink 360 support page](#)  
for copy of the webinar deck.

---



# Agenda

- EdLink Go Live
- EdLink Project, Milestone & Progress Updates
- EdLink Reported Issues/Status & Dashboard Update
- 2021-2022 Parallel Data Collections



# EdLink Project Update



# EdLink Project Update

The LDOE is committed to working with school systems through the launch of EdLink 360. In response to some LEAs concerns regarding October 2021 MFP funding with the upcoming EdLink launch, we are exploring options for allowing legacy system submissions for LEAs during next year's Oct MFP cycle.

- EdLink will go live and remain the source of truth for the 2021-22 school year
- Options for legacy submissions to Calendar, SIS and PEP will only be for the purposes of ensuring Oct MFP collection accuracy and completeness
- EdLink Project Management team, MFP finance and OTS are working closely to finalize the details

LDOE will communicate the plan along with strategic milestones and actions items through June/July at the EdLink office hours on June 3rd at 10am.



# EdLink Milestones & Progress Updates



# LEA User Set Up, Support & Progress Tracking

It is imperative that all school systems are set up & submitting data to EdLink 360 by May 31st.

Staff IDs Completed	EdLink Security Coordinator Set Up	LEA IP Address Whitelisted with Vendor	At Least One EdLink K12 Data Analyst Set Up	LEA Submitting Extracts to EdLink 360	EdLink K12 Data Analyst Access Dashboards
See <a href="#">EdLink School System Progress Summary</a>					

**Data Systems & User Support team will be working with LEAs to meet the following milestones:**

- ALL LEAs can access the dashboards:
  - EdLink Security Coordinator approved - week of April 26th-30th *(adjusted week of May 3rd-7th)*
  - One K12 Data Analyst approved - week of May 17th-21st
- ALL LEAs can submit extracts:
  - Whitelisted & FTP Credentials established - week of May 3rd-7th *(adjusted week of May 10th-14th)*
  - Submitted files to EdLink 360 - week of May 24th-28th

# Critical EdLink Milestones

LDOE EdLink Project Management team is committed to putting the following milestones in place to support the continuation of the EdLink project:

Milestone	Timeline	Status
PowerSchools deploys product update - EdLink dashboards restored to full functionality; most known product issues resolved; few LEA specific issues have surfaced and worked case by case	week of May 3rd-7th	COMPLETE
EdLink Project Management team supports school systems NOT currently set up or submitting data to EdLink; strategic one-on-one weekly training provided to NEW users (ongoing)	week of May 3rd-7th	COMPLETE (Ongoing)
EdLink Project Management team implements system issues & resolution <a href="#">tracker</a> posted on EdLink support; tracker updated daily to reflect system enhancements, reported issues and issues resolved	week of May 10th-14th	COMPLETE



# Critical EdLink Milestones (contd.)

LDOE EdLink Project Management team is committed to putting the following milestones in place to support the continuation of the EdLink project:

Milestone	Timeline	Status
EdLink Project Management team releases a set of data quality dashboard improvements to support LEAs continued submissions to EdLink; data managers provide valuable feedback	week of May 10th-14th	COMPLETE
EdLink Project Management team releases a set of data reporting dashboards to provide additional ways to review and validate EdLink data; training provided to all data managers on these dashboards during EdLink office hours; data managers provide valuable feedback	week of May 17th-21th	COMPLETE
ALL School Systems are successfully submitting data to EdLink, accessing dashboards, and providing input and feedback to drive immediate and future milestones for the EdLink project	week of May 24th-28th	ON TRACK



## **EdLink 360 Reported Issues & Dashboard Updates**



# Calendars & Enrollments Issues in EdLink

After the release of the Student Validation dashboards last week, several LEAs reached out expecting to see data in the dashboards. They were receiving the message “No rows to show”.

PROBLEM: Calendar code between calendars.tsv and enrollments.tsv are not aligned for each school. EdLink will only default to a district’s calendar if NO school calendars are provided.

- Calendars and Enrollments are loading to the DW
- An ADQ check is in place which identifies this mismatch and the Calendars User Guide has been updated.
- Connect with your vendor to ensure alignment between extracts
- Let LDOE know if you need assistance - we can pull a report for you if needed

# Calendars & Enrollments Issues in EdLink

In the beginning of April LDOE identified misalignment between code values in the LEAs calendar submission, user guides and file extract guidance posted on EdLink 360 support page.

PROBLEM: Calendar codes for semester, holidays and breaks were a mixture of 2 and 3 digit values. EdLink was expecting 3 digit values for all codes.

- Calendars extract and sample extract was updated on 4/19/21
- LDOE communicated this change in EdLink office hours

To date, we have not seen LEAs submit the new 3 digit code values for the “Semester” Date Type. We are seeing 3 digit values for the “Closure” Date Type.

REMINDER: Please work with your vendor to ensure this change is implemented. Let us know if you have any questions.



# EdLink Reported Issues Tracking

## **NEWLY REPORTED THIS WEEK:**

- K-3 Literacy Extract – Incomplete literacy data error when score is submitted
  - LDOE will review the existing ADQs to ensure proper error handling
- Payroll Extract – Duplicate records
  - LDOE is currently reviewing the LOCAL\_PAYROLL\_KEY to determine the solution for handling more than 1 payroll salary record
- Staff Absences Extract – Duplicate records
  - LDOE is currently reviewing the LOCAL\_STAFF\_ABSENCE\_KEY to determine proper handling of half-day absences each with a different ABSENCE\_REASON
- Staff Extract – Invalid Headers error being displayed
  - LDOE is currently reviewing the extract and ADQs to ensure the SUFFIX\_NAME and MIDDLE\_NAME fields are being handled correctly

# EdLink Data Validation Dashboard Release

Data Validation dashboards are now available. These dashboards can be used to further validate your submitted data.

## Student Data Validation:

Oct, Feb & EOY snapshots including the following data points

- Total & MFP enrollment counts, special population counts, potential dropouts, attendance rates, discipline, etc.

## Assessment Data Validation:

- K-3 Assessment data
- LEAP 2025 HS assessment roster data (fall & spring testers)



# EdLink Data Validation Dashboard Demo

## Student Data Validation:

- You must be submitting 2020-21 data to EdLink to take advantage of this dashboard
- Retroactive creation of Oct/Feb snapshots are leading to some differences in counts
- If not submitting attendance/absences, attendance rate will display at 100%
- Subgroup data that is not available at this time: migrant & eScholar DirectMatch
- Other data not available at this time: Discipline numbers
- NOTE: Potential dropout numbers will not be accurate until 2019-20 historical data is loaded

## Assessment Data Validation:

- You must be submitting K-3 assessment data and student class schedules to take advantage of these dashboards

# EdLink Usage and Data Dashboard Step by Step

File extracts should be uploaded to the PowerSchool sFTP server daily, no later than **7:00pm**. Files are processed and results are available in EdLink 360 by **7:00am** the following morning

EdLink 360 Usage and Data dashboards should be reviewed in the following order:

- 1. File Errors** – errors that prevent the file from being processed  
*e.g. invalid file signature, invalid file name, required columns missing, etc.*
- 2. File Record Rejection** – errors that prevent the record from being loaded to the data warehouse  
*e.g. data type mismatch, duplicate records, data exceeds defined column length, etc.*
- 3. Data Quality** – Advanced Data Quality (ADQ) checks that are LDOE specific and run after the data has Loaded to the data warehouse as they often involve comparing different data points.  
*e.g. US entry date checks, invalid ethnicity/race flags, school with no enrollments, LASID does not exist, etc.*





## **2020-2021 Parallel Data Collection Next Steps & Reminders**

# 2020-21 Parallel Data Collection Next Steps...

- Continue to submit EdLink 360 extracts regularly, report system errors or issues, and review identified/resolved issues tracker posted on the [EdLink 360 support page](#).
- Ensure Staff IDs are submitted, EdLink security coordinators are in place, and data managers are set up with Data Analyst K12 to access EdLink dashboards.
- Interact in the dashboards, become familiar with navigating, and review available reporting dashboards.
- Reach out to Data Systems & User Support team for one on one training and support through the EdLink submission process.
- Continue with 2020-2021 parallel data collections
  - Legacy systems
  - EdLink 360



## EdLink Office Hours

- EdLink Office Hours **10:00 am**
- Thursdays 6/3, 6/10, 6/17, 6/24
- <https://ldoe.zoom.us/j/96068167577>

## Data Coordinator Office Hours

- Data Coordinator Office Hours **1:00 pm**
- Thursdays 6/3, 6/17, 6/24
- <https://ldoe.zoom.us/j/93069704449>

## Data Coordinator Monthly Webinar

- Data Coordinator Webinar **1:00 pm**
- Thursday 6/10
- <https://ldoe.zoom.us/j/976397929>